

## Job Description

Job Title	Graduate Prosthetist
<p>Job Purpose/Summary</p> <p>Responsibilities</p>	<p>To provide and promote a high standard of Prosthetic care and treatment across a range of Upper and Lower extremity amputation levels, ensuring best practice, as part of a multi-disciplinary team. To ensure that all patients are afforded the highest standard of care within the resources available, maintaining respect, dignity and confidentiality for patients' individual needs at all times. To assist the Branch Manager in the day to day running of the prosthetic business.</p> <p><b>Clinical Practice</b></p> <ul style="list-style-type: none"> <li>• To assess, measure, cast, fit, deliver, supply, review and adjust prosthesis as required across a range of amputation levels.</li> <li>• To cast and rectify models in a timely fashion using both traditional methods and CAD/CAM where appropriate.</li> <li>• To manage the patient's case, including patient expectation, ensuring the individual's needs are respected and ensuring the patient is informed throughout the process with clear explanations of proposed interventions.</li> <li>• To maintain good knowledge of available components and understand their function.</li> <li>• To work within the parameters of accepted "best practice" at all times. To ensure that all aspects of practice conform to clinical governance at all times.</li> </ul> <p><b>Operational</b></p> <ul style="list-style-type: none"> <li>• To act in a professional manner at all times. To act with discretion and sensitivity ensuring confidentiality at all times.</li> <li>• To provide all relevant technical information and documentation as required.</li> <li>• To maintain appropriate clinical notes and records in accordance with HCPC and Steeper Group Clinical Note Keeping Standards.</li> <li>• To identify, in conjunction with the Branch Manager and other Prosthetic Staff, service developments and/or improvements to ensure efficient and effective use of resources.</li> <li>• To be aware of and meet the needs at all times of Steeper Group procedures, including Health and Safety and Quality.</li> <li>• To work flexibly to meet the needs of the business. To prioritize workflow to effectively meet deadlines. This may require working outside core hours on occasions.</li> <li>• To ensure that all equipment defects, accidents, adverse incidents and complaints are reported to the Branch Manager immediately.</li> <li>• To make a proactive contribution to the Service Contract and the Company as a whole</li> </ul> <p><b>Interpersonal working</b></p> <ul style="list-style-type: none"> <li>• To work as part of a multi-disciplinary team to ensure the most appropriate and effective treatment for patients.</li> <li>• To communicate effectively with other members of the multi-disciplinary team and to have an understanding of the roles of other professionals.</li> <li>• To demonstrate a good understanding of the patient's pathology and discuss with the clinical team appropriate clinical intervention when necessary.</li> </ul>

	<ul style="list-style-type: none"> <li>• To develop a good relationship with work colleagues in Steeper Group clinical, technical and administrative fields.</li> <li>• To develop a good relationship with all patients, customers and work colleagues.</li> <li>• To be professional and polite at all times to your co-workers and customers and multi-disciplinary team.</li> </ul> <p><b>Professional Development</b></p> <ul style="list-style-type: none"> <li>• To fulfil the objectives set in personal development plan.</li> <li>• To participate in clinical audit and service development as required.</li> <li>• To identify and undertake clinical audit and/or research projects, in conjunction with the Branch Manager.</li> <li>• To maintain an up to date Continuing Professional Development (CPD) Portfolio and continually update yourself with developments in the field of prosthetics.</li> <li>• To attend and participate in postgraduate training courses arranged by the company or local centre.</li> <li>• To attend and participate in meetings and conferences.</li> <li>• To identify, in conjunction with clinical lead, and undertake any training requirements to ensure 'best practice' and personal development.</li> <li>• To be aware of and meet the needs of clinical governance and BAPO Codes of Practice.</li> <li>• Beware of companywide initiatives and ensure that these are successfully implemented.</li> </ul> <p><b>Judgements, decisions and level of responsibility</b></p> <ul style="list-style-type: none"> <li>• Treating patient with dignity and respect</li> <li>• Undertake and manage an appropriate clinical workload</li> <li>• To produce well-fitting prostheses to maintain a high level of patient satisfaction.</li> <li>• Efficient at personal time management</li> <li>• Manage hardware budget where required</li> </ul>
<p><i>This job description and person specification are an outline of the tasks, responsibility and outcomes required of the role. The job holder will carry out any other duties that may reasonably be required by their line manager.</i></p> <p><i>The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the Department and the Company.</i></p>	
<b>Job Description Agreement</b>	
Job Holder's Signature:	Date:
Head of Department Signature:	Date: